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SR-103
United States Department of Agriculture
Agricultural Adjustment Administration
Southern Division
January 1937

(State and County Code No.)

(PRELIMINARY. UNAPPROVED. FOR CONFERENCES PURPOSES ONLY.)

ARTICLES OF ASSOCIATION

OF

COUNTY AGRICULTURAL CONSERVATION ASSOCIATION

SOUTHERN REGION

ARTICLE I. NAME

Section 1. The name of this Association shall be the County
Agricultural Conservation Association of _____
County, _____ (State) (hereinafter referred
to as the "Association").

ARTICLE II. PURPOSE

Section 2. The Association as authorized by the Secretary of
Agriculture (hereinafter referred to as the Secretary) is an instru-
mentality of the Government of the United States and as such shall aid
in the administration of the Soil Conservation and Domestic Allotment
Act (hereinafter referred to as the Act) and shall not engage in any
other activity, including the receiving, collecting, disbursing, and
handling of funds other than those having to do with the operation of
the 1936 and 1937 Agricultural Conservation Programs within the county
in which the Association has been established and that in strict con-
formity with the regulations governing the handling of such funds.

There shall be only one such Association for any county except
as may otherwise be prescribed by the Secretary.

These Articles shall be subject to amendment by the Secretary.

ARTICLE III. MEMBERSHIP

Section 3. Any person who, in connection with farming opera-
tions in 1936 on a farm located in the county, receives a payment under
the provisions of the 1936 program and any person who did not so receive
a payment under the 1936 program and who could become entitled to a pay-
ment under the 1937 program shall be considered a member of the Associa-
tion for 1937.

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Any person engaged in farming or ranching on land for which a work sheet is not filed within the time specified, or when it is established that any such person will not qualify for a payment pursuant to the provisions of the 1937 program, such person shall cease to be a member.

There shall be no membership dues received or disbursed.

ARTICLE IV. ELIGIBILITY TO SERVE AS AN OFFICER OR COMMITTEEMAN

Section 4. Any member of the Association is eligible to serve as a committeeman if such member

- (a) is actively engaged in farming and derives the principal part of his income directly from farming;
- (b) is a resident of the county or community for which the committee acts;
- (c) is not holding or does not become a candidate for a Federal, State, or major county office regularly filled by an election held pursuant to law;
- (d) is not an officer, manager, or employee of any political party or partisan organization;
- (e) does not actively solicit support for election as committeeman;
- (f) does not have a father, son, brother, mother, daughter, sister, wife, or husband serving as a member of the State committee for the State in which is located the county for which the committee acts, or serving on the same committee.

The tenure of office of any committeeman who is or becomes ineligible under the provisions of this section shall forthwith terminate and a successor shall be named as herein provided.

The office, clerical, mailing, or other facilities of the Association shall not be used for political purposes, nor in any way to support or assist any political candidate, party, or partisan movement.

Sec. 5. In no case shall a person other than the County Agent serve as secretary except as may otherwise be provided.

In no case shall the County Agent serve as treasurer.

If the county has an Assistant, such Assistant shall serve as treasurer and assistant secretary.

A treasurer will not be eligible to serve until his bond is filed and approved.

ARTICLE V. DIRECTORS, OFFICERS, AND COMMITTEES

Section 6. The Board of Directors of the Association (hereinafter referred to as the Board) shall be composed of the chairmen of the Community Committees for the communities of the county.

In counties with only one community the Board shall be composed of not less than three nor more than five duly elected members of the Community Committee. In counties with only two communities the Board shall be composed of the chairman and vice chairman of each Community Committee.

Sec. 7. The Board shall elect from its membership a president of the Association who shall also serve as chairman of the County Committee.

Sec. 8. The Board shall elect from its membership a vice president of the Association who shall also serve as a member of the County Committee. The vice president shall serve respectively as acting president of the Association and as acting chairman of the County Committee in the absence of the president of the Association or the chairman of the County Committee.

Sec. 9. The Board shall elect from its membership one person who, together with the president and vice-president of the Association, shall constitute the County Committee.

When the membership of the Association includes any person or persons carrying out ranching operations in the county, the Director of the Southern Division may appoint not more than two additional members, who shall be members of the association and operators of ranches in the county, to serve on the County Committee as representatives of persons carrying out ranching operations on range land, or upon approval of the Director of the Southern Division may elect from its membership two additional members to serve on the County Committee.

Sec. 10. The Board shall elect from its membership one alternate member of the County Committee who shall serve in the absence of any regular member.

Sec. 11. The County Committee as constituted shall fairly represent the agricultural interests of the county, and should have as a member at least one person, if available, who served on the County Committee in 1936.

Sec. 12. The County Agent shall be the secretary of the Association and is not required to be a member.

Sec. 13. Upon recommendation by the State Director of Extension, the Director of the Southern Division may appoint an Assistant in Agricultural Conservation (hereinafter referred to as the Assistant). The Assistant shall be the treasurer and assistant secretary of the Association and is not required to be a member.

Sec. 14. Each community shall have a committee of three regular members and one alternate. Such committee members and alternate shall be elected by written ballot at the election meeting of the community from among the members of the Association living in the community and shall fairly represent the agricultural interests of the community. At the election meeting eligible members of the 1936 Community Committee shall first be voted upon and the member who receives the highest number of votes shall continue to serve as a community committeeman for 1937. The other community committeemen and the alternate shall be elected by a majority vote of the members of the Association present.

The Community Committee shall elect from its membership a chairman.

The Community Committee shall elect from its membership a vice-chairman who shall serve as chairman of the Community Committee and as a member of the Board in the absence of the regularly elected chairman.

Sec. 15. In the event of a vacancy in the chairmanship of any Community Committee, the vice chairman shall serve as chairman and member of the Board, but shall not succeed to any position held by his predecessor as an officer of the Association or member of the County Committee unless so elected, and the alternate member shall serve as a regular member of the Community Committee. If any further vacancy or vacancies occur in the membership of the Community Committee, the president of the Association shall notify the secretary of the Association to call a meeting within the community for the purpose of filling such vacancy or vacancies and electing an alternate in accordance with the method and subject to the requirements as to qualifications governing the original election. Such meeting shall be held as soon as practicable after the occurrence of the vacancy or vacancies, and whenever the date of the vacancy or vacancies can be ascertained in advance, it should be held not later than such date.

In the event of a vacancy in the office of president of the Association the vice president shall serve as president and chairman of the County Committee, respectively, and the alternate member of the County Committee shall serve as a regular member of the County Committee, and at the next meeting of the Board, an alternate member shall be elected to serve on the County Committee in the absence of any regular member.

In the event of a vacancy in the office of vice president of the Association the vacancy shall be filled in accordance with the method governing the original election of such officer.

Sec. 16. All directors, officers, and members of committees shall hold office until their successors in office have been elected and have qualified, except that any officer elected by the Board, any member of the County Committee or Community Committees or any employee approved by the County Committee may be removed by the Board for failure to perform the duties of his office or employment or for fraud or incompetency. If the Board does not act promptly in such cases, the Director of the Southern Division may remove any such officer, committeemen, or employee.

Sec. 17. Officers (other than the secretary), committeemen, and employees of the Association may be allowed payment for services at a rate approved by the Director of the Southern Division. The incurring and payment of administrative expenses in connection with the operation of the Association and the accounting for any funds thereof shall be governed by instructions issued by the Agricultural Adjustment Administration. In computing payments to persons whose applications have been approved, there shall be deducted from the payment to any person with respect to a farm or farms within a county all or such part as shall, under rulings prescribed by the Secretary, be determined to be such person's pro rata share of the estimated administrative expenses incurred and to be incurred by the Association of the county in which such farm or farms are located, in carrying out the 1937 program.

ARTICLE VI. DUTIES OF DIRECTORS, OFFICERS, AND COMMITTEES

Section 18. The power and authority of this Association shall be vested in the Board. The Board may recommend changes in the community boundaries and shall prepare and submit budget estimates for approval by the State Committee, State Director of Extension and the Director of the Southern Division. The Board shall also perform such other duties as may be assigned by the Director of the Southern Division.

Sec. 19. The County Committee shall review all forms and other documents filed in the county in connection with the Act and shall make available for public inspection in the Association office information in connection with programs under the Act, including information with respect to the acres in each soil-depleting base and the average yields or productivity index established for each farm owned or operated in the county by members of the Association, payments received by members (the latter to be made available for public inspection not sooner than thirty nor later than sixty days after the receipt thereof), and expenses of the Association. The County Committee shall also, pursuant to rulings and instructions, make recommendations to the Secretary concerning the making of payments under the Act. The Committee shall, in accordance with official instructions, hold such hearings and conduct such investigations as may be necessary in the performance of its duties. The Committee shall approve the employment of all clerical help in the Association office and shall also perform such other duties as may be assigned by the Director of the Southern Division.

Sec. 20. For the purpose of hearing an appeal by a member of the Association from the recommendations of the County Committee, the president of the Association, and a member of the Board other than a county committeeman to be designated by the County Committee, together with a third member of the Board other than a county committeeman and designated by the producer, shall act as an appeal board to consider such appeal in accordance with instructions issued by the Secretary.

Sec. 21. The County Agent as secretary of the Association shall keep all records of the Association, and shall employ all clerical help in the Association office subject to the approval of the County Committee. He shall certify to the Director of the Southern Division results of elections held in the communities and county. He shall maintain in the Association office files of all forms and documents filed in the county in connection with Act and perform such other duties pertaining to the Act as may be assigned by the Director of the Southern Division.

Sec. 22. The assistant secretary of the Association shall keep records of distribution of payments, prepare statements of administrative expenses, and perform such other duties pertaining to the Act as may be assigned by the Director of the Southern Division.

Sec. 23. The treasurer of the Association shall have custody of all funds coming into his possession as treasurer of the Association, and shall make payments for administrative expenses incurred in accordance with each quarterly estimate of expenses approved by the president and the secretary of the Association and authorized by the State Committee, the State Director of Extension, and the Director of the Southern Division. He shall also submit receipts, prepare other documents, and perform such other duties as may be assigned by the Director of the Southern Division. The treasurer shall file bond as prescribed by the Agricultural Adjustment Administration, the cost of which shall be considered as an expense item of the Association.

Sec. 24. The books, records, documents, and accounts of the Association shall be available at all times for examination by officers and committeemen of the Association, by members of its Board in connection with the performance of their duties, by any authorized representative of the Secretary, and by any member of the Association insofar as his interests under the program may be affected.

All books, records, documents, papers, and accounts of the Association are and shall remain the property of the Agricultural Adjustment Administration and are to be safely maintained in good order in the Association office.

Sec. 25. The Community Committees shall assist in preparing, checking, and approving forms and documents filed in the county in connection with the Act. They shall also assist the secretary in arranging meetings, and ascertain and report such data as may be required by the County Committee for the purpose of carrying out the provisions of the Act.

ARTICLE VII. VOTING

Section 26. Each member of the Association shall be entitled to one vote. There shall be no voting by proxy.

Sec. 27. Each member of the Board, County Committee or Community Committees shall be entitled to one vote at meetings of the respective bodies provided a quorum is present.

ARTICLE VIII. MEETINGS

Section 28. Community election meetings in all communities of the Association other than for filling vacancies shall be held at such time or times as may be prescribed by the Director of the Southern Division. The result of each election shall be certified to the secretary of the Association on prescribed forms.

Sec. 29. Other community meetings of the members of the Association may be called by the president of the Association for the purpose of discussing and disseminating information, for receiving and acting upon communications to the membership concerning Association activities under the Act, and, in accordance with section 15, for the purpose of filling vacancies in the membership of Community Committees.

Sec. 30. A meeting of the community chairmen elected at community meetings pursuant to section 28 shall be held for the purpose of organizing the Board as soon as practicable after general community election meetings have been held.

At such meeting the order of business shall be as follows:

- (a) The roll of the communities shall be called by the County Agent.
- (b) Chairmen of Community Committees shall present to the County Agent certificates of election and shall thereupon assume office as members of the Board, of the Association and members of the County Committee.
- (c) The following officers of the Association and members of the County Committee shall be elected:
 - (1) President.
 - (2) Vice president.
 - (3) Treasurer and assistant secretary.
if an Assistant is not to be employed in the county.
 - (4) Other members of the County Committee.
- (d) There shall be consideration of estimated expenditures for the necessary operation of the Association.
- (e) Other business pertaining to the operation of the 1937 program.

Sec. 31. Meetings of the Board shall be called by the president of the Association only when necessary, for filling a vacancy or vacancies among the officers, for consideration of estimated expenditures, for consideration of and action upon official communications, or for the performance of other duties of the Board.

Sec. 32. Meetings of the County Committee may be called by the president of the Association. Due notice of meetings shall be given to all members of the Committee.

Sec. 33. A majority of the members of the Board or of any committee shall constitute a quorum for the transaction of business.

ARTICLE IX. REPRESENTATIVE OF THE SECRETARY

Section 34. The State Director of Extension shall be the representative of the Secretary in all matters affecting the 1937 program within the State, unless otherwise provided by the Secretary.

Sec. 35. The County Agent shall be the representative of the Secretary in all matters affecting the Association within the county, unless otherwise provided by the Secretary.

Sec. 36. The County Agent, or such other representative of the Secretary as may be designated therefor, shall, in accordance with instructions, designate prior to the community election meetings the appropriate number and boundaries of communities within the county.

ARTICLE X. COMMUNITY, COUNTY, AND DISTRICT ORGANIZATION

Section 37. Community boundaries shall be determined on the basis of minor civil divisions or on such other basis as may be approved by the Director of the Southern Division. In case the minor civil divisions are followed in determining community boundaries, a community may comprise several such minor civil divisions.

Sec. 38. In counties where, because of geographical or other conditions or because of the small number of Association members, it appears advisable the entire county may, upon approval by the Director of the Southern Division be considered as one community. In such instances a board of not less than three nor more than five members, who shall perform the duties of the Community Committee as well as functioning as the Board, shall be elected at such county-wide meeting.

Sec. 39. An Association may include two or more counties, or, upon approval by the Director of the Southern Division, two or more Associations may consolidate, or an Association covering two or more counties may form two or more Associations.

Sec. 40. An Association formed pursuant to this Article X shall take its name from all counties (listed in alphabetical order) of the Association; provided, however, that, upon applications by the Board and approval by the State Director of Extension, a different name may be adopted.

CERTIFICATION	APPROVAL BY SECRETARY OF AGRICULTURE
We hereby certify that on the _____ day of _____, 193____, a meeting was held at which the Board of Directors of the Association was formed in accordance with the foregoing Articles of Association. A copy of the minutes of such meeting is attached, entitled "Exhibit A".	The above Articles of Association are hereby approved as of the _____ day of _____, 193____, and the Association is hereby authorized to operate in accordance with such Articles.
_____ President	_____ Secretary of Agriculture
_____ Secretary	By: _____